

Districts Required to Submit Lists of Foods and Beverages for Healthy Food Certification Documentation

School Year 2024-25

All districts participating in Healthy Food Certification (HFC) for the current school year under Section 10-215f of the Connecticut General Statutes must submit the online HFC Compliance Form to the Connecticut State Department of Education's (CSDE) by **November 30, 2024**. In addition to submitting the HFC Compliance Form, the districts indicated on page 2 must submit lists of foods and beverages sold to students from all sources in the district, for the current school year. This documentation includes all schools in the district and any recipient schools under interschool agreements that have agreed to participate in HFC.

The link to the online HFC Compliance Form and documentation forms for submitting lists of foods and beverages are available in the "[Documents/Forms](#)" section of the CSDE's [HFC](#) webpage. For specific instructions, refer to the CSDE's [Guidance for Submitting Lists of Foods and Beverages for Healthy Food Certification \(HFC\) Documentation](#).

What the Lists Must Include

The lists must include all foods and beverages (commercial products and foods made from scratch) sold in school cafeterias, vending machines, school stores, kiosks, concession stands, other school-based enterprises, fundraisers that do **not** meet the exemption criteria of the state HFC statute (refer to refer to the CSDE's [Requirements for Food and Beverage Fundraisers in Public Schools Choosing HFC](#)), and any other sources of food and beverage sales to students on school premises, e.g., culinary arts programs, family and consumer sciences classes, afterschool programs, and recipient schools under interschool agreements.

- **Submit one list for the entire district for each source of food and beverages:** For example, submit one list for a la carte sales in all school cafeterias in the district and one list for foods and beverages sold from all vending machines in the district. Do not submit a separate list of items for each individual school.
- **Simplify the documentation process:** For each individual source of food and beverage sales (e.g., cafeteria, vending machines, and school stores), highlight all items sold to students in the appropriate sections of the CSDE's [List of Acceptable Food and Beverages](#) and attach to the first page of the appropriate CSDE documentation form. For example, attach the highlighted list of all items sold in cafeterias to *Form 1: Commercial Foods and Beverages Sold in School Cafeterias*.

How to Submit

Complete the HFC Compliance Form online. Email the lists of foods and beverages to susan.fiore@ct.gov. The submission deadline is **November 30, 2024**.

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Districts Required to Submit Lists for School Year 2024-25

The CSDE determines the districts required to submit lists of foods and beverages based on the three categories below.

1. Districts scheduled for an Administrative Review of the National School Lunch Program (NSLP) in the current school year.
2. Districts that are implementing HFC for the first time this school year.
3. Districts with HFC compliance issues for the prior school year.

The list below indicates the districts that must submit the online HFC Compliance Form **and** the lists of foods and beverages. *This list is subject to change pending revisions to the CSDE's Administrative Review schedule.*

Note: Districts **not** listed below submit only the online HFC Compliance Form (refer to the CSDE's [Guidance for Completing the Healthy Food Certification Compliance Survey](#)).

Sponsor number	School district or school
02600	Chester Public Schools
03600	Deep River Public Schools
04400	East Haven Public Schools
05000	Essex Public Schools
05300	Franklin Public Schools
05800	Griswold Public Schools
06700	Hebron Public Schools
06800	Kent Public Schools
07100	Lebanon Public Schools
07200	Ledyard Public Schools
08900	New Britain Public Schools
09300	New Haven Public Schools: Required only for interschool agreement with Elm City Montessori *
10200	North Stonington Public Schools
11100	Plymouth Public Schools

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Sponsor number	School district or school
13200	South Windsor Public Schools
13500	Stamford Public Schools
13900	Suffield Public Schools
15600	West Haven Public Schools
16300	Windham Public Schools
20100	Regional District # 1
21800	Regional District # 18
23100	Goodwin University Educational Services (GUES) *
24200	EdAdvance
24400	Area Cooperative Educational Services (ACES)
25300	Eastern Connecticut Regional Educational Service Center (EASTCONN)
26900	The Bridge Academy
27900	Amistad Academy
28500	Achievement First Bridgeport Academy
28600	Highville Charter School
28900	Elm City College Preparatory School
29000	Brass City Charter School

* New HFC district/school for school year 2024-25.

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For more information, visit the “[Documents/Forms](#)” section of the CSDE’s [Healthy Food Certification](#) webpages, or contact the [HFC coordinator](#) in the CSDE’s Bureau of Child Nutrition Programs, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841. This document is available at https://portal.ct.gov/-/media/sde/nutrition/hfc/doc/districts_required_to_submit_lists_foods_beverages_hfc_documentation.pdf.

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